

Fort Riley Installation Services			
As of: 311700MAR20		Normal Operations	HPCON: CHARLIE
		Adjusted Operations	
		Not Operational	
		Telework	
Agency/Program	Status	Comments	Overall POC
DFMWR			
First Division Child Development Center		Closed	Rex Willey (785) 239-2508
Forsyth Child Development Center		Closed	
Warren Child Development Center		Closed	
Child Care for Mission Essential Plus		MWR is providing childcare in two facilities for Mission Essential personnel and those who have a SM deployed in support of rotational requirements (i.e. Korea, 11D FWD, and Combat Training Center Rotations) as well as dual military families. <b>Services are only provided to those who are currently enrolled in CYS and have existing slots in a CDC.</b> Children not previously enrolled, or currently on the waitlist will not be accepted due to capacity limitations IAW COVID mitigation measures. <a href="http://www.facebook.com/rileycys">www.facebook.com/rileycys</a>	
Whitside Child Development Center	0545 - 1800	Mission Essential Plus, Families with deployed Soldiers or Soldiers at combat training centers. 0-5 years. <b>Must be previously registered with a CYS slot.</b> <a href="http://www.facebook.com/rileycys">www.facebook.com/rileycys</a>	
Whitside North Child Development Center	0545 - 1800	Mission Essential Plus, Families with deployed Soldiers or Soldiers at combat training centers. K - 5th grade. <b>Must be previously registered with a CYS slot.</b> <a href="http://www.facebook.com/rileycys">www.facebook.com/rileycys</a>	
Family Child Care (In home)	0545 - 1800	Overnight care at discretion of provider	
Parent Central	0800 - 1700	Building Closed / CYS Senior Leader Team member can be contacted at 239-9885	
Child Development Center - Hourly and Part Day Care		Closed	
Custer Hill SAC		Closed	
Forsyth East SAC		Closed	
Fitness Centers		Closed	
Group Fitness		Closed	
Pools		Closed	
BOSS		Closed	
SKIES		Closed	
Youth / Adult Sports, Intramural Programs		Closed	
MST		Closed	
SpareTime		Closed	
Warrior Zone		Closed	
Leisure Travel		Closed	
Auto Skills		Closed	
Riley's Community Center		Closed	
Hobby Studio		Closed	
Outdoor Rec		Closed	
Libraries		Closed	
Animal Shelter		Closed (staff will still care for animals daily)	
Army Community Service (All Programs)	0800 -1700	Email: <a href="mailto:usarmy.riley.imcom.mbx.acs@mail.mil">usarmy.riley.imcom.mbx.acs@mail.mil</a> , Call: (785) 239-9435	
Financial Readiness and AER	0800 -1700	Telework - (785) 492-2652 <a href="https://www.armyemergencyrelief.org/resources/">https://www.armyemergencyrelief.org/resources/</a> <a href="https://www.facebook.com/FortRiley/photos/a.102650731305/1015811831727130">https://www.facebook.com/FortRiley/photos/a.102650731305/1015811831727130</a>	
Outreach/Mobilization & Deployment/SFRG	0800 -1700	Telework - (785) 210-9949	
Survivor Outreach Services	0800 -1700	Telework - (785) 221-8535	
Family Advocacy	0800 -1700	Telework - (785) 213-6077	
Victim Advocacy	0800 -1700	Telework - (783) 307-1373	
Solder & Family Assistance Center	0800 -1700	Telework - (785) 226-5761 Note: SRU (WTB) will continue to operate out of the SFAC	
Clearing MWR FMB	0800 -1700	Temporarily moved to Whitside CDC, Bldg 676, (785) 239-4978.	
DHR			
ID Card (DEERS)	0730 - 1600	Limited Operations, Potential longer wait times, Appointments and Emergency Walkins only. Please see website for required documents at <a href="https://home.army.mil/riley/index.php/my-fort/all-services/deers-id-cards">https://home.army.mil/riley/index.php/my-fort/all-services/deers-id-cards</a>	<a href="https://rapids-appointments.dmdc.osd.mil/appointment/building.aspx?BuildingId=471">https://rapids-appointments.dmdc.osd.mil/appointment/building.aspx?BuildingId=471</a> or call 785-239-3654 POC Mr. Johnnie Eaves
Emergency Orders (ETPs)	0730 - 1600	Limited Operations, call ahead for appointment after coordination through 11D G1.	Angela Martin (785) 239-2128
Soldier for Life - Transition Assistance	0730 - 1600	Limited services. No face to face services available; all training will be conducted using zoom, virtual center, or JKO. All scheduled classes/attendees will be sent a zoom invitation and password, all zoom classes will be interactive with an actual instructor. If using JKO go to <a href="https://jko.jten.mil/">https://jko.jten.mil/</a> , once user is logged in they can use the Course catalog TGPS for all required classes. Personnel are available to clear retiring and separating Soldiers please call 785-239-2278/2248 for access/appointment	Please contact Mr. Mitch Foley for any questions or clearing at 785-239-2278/2248 For Any Other Questions please got to: <a href="https://www.facebook.com/RileySFLTAP/">https://www.facebook.com/RileySFLTAP/</a> or email: <a href="mailto:usarmy.riley.imcom.mbx.dhr-sfl-tap-soldiers-for-life@mail.mil">usarmy.riley.imcom.mbx.dhr-sfl-tap-soldiers-for-life@mail.mil</a>
ASAP	0730-1600	Limited Drug Testing Services at the lab; Lab personnel will be available from 0730-1700 Monday through Friday; Units can bring in samples but will call the number posted on the door to be allowed in to the lab to control traffic flow and social distancing; All face-to-face services/classes are suspended; Counselors are available telephonically for rescheduling and/or counseling/questions through email or telephonically	POC is Mr. Aaron Harrop at <a href="mailto:aaron.h.harrop.civ@mail.mil">aaron.h.harrop.civ@mail.mil</a> for all services or call Rene Douglas for Drug Testing specific related questions at 785-239-4151
Adult Continuing Education	0730-1600	Online classes only, all face to face college courses have been suspended. Consortium is conducting online classes only. Counselors available by calling 785-239-6481 for scheduling classes, discussion of degree program and BSEP/LSEC questions. While doors to the facility are locked to control social distancing, Retirement and Separation clearing are still being done in person at the Education Center by appointment only.	POC Ms. Shirley Avant-Ferguson, Phone 785-239-6481 to schedule telephonic/email counseling or email: <a href="mailto:usarmy.riley.imcom.mbx.education-service">usarmy.riley.imcom.mbx.education-service</a> for information pertaining to ed services visit us at <a href="https://home.army.mil/riley/index.php/about/dir-staff/dhr/ed-svcs">https://home.army.mil/riley/index.php/about/dir-staff/dhr/ed-svcs</a> or <a href="https://www.facebook.com/fortrileyeducationservices/about/">https://www.facebook.com/fortrileyeducationservices/about/</a>
Freedom of Information, Records Management/Publications/PII	0730-1600	No face to face training and all unit inspections are suspended. Potential delayed responses under FOIA & PII questions; Publications Management/Records Management services halted except for mission essential tasks conducted 1300-1630 daily	POC is Tuanna Jeffery for FOIA/PA services at <a href="mailto:tuanna.p.jeffery.civ@mail.mil">tuanna.p.jeffery.civ@mail.mil</a> or contact Mr. Michael Westphal for Postal/Pubs and records management at 785-240-0360 from 1300-1630 daily
Military Personnel Division	0730 - 1600	Limited Operations, Email, Telephonic as necessary; appointments mandatory expect longer wait times	Angela Martin (785) 239-2128
SRP	0730 - 1600	Normal Operations, social spacing required and enforced	Mr. Robert Smith at 785-239-4024
Retirement/Separations	0730 - 1600	At work in office; Suspend Walk-in Services. Appointments only. Expect longer wait times	Ms. Deb Shelly at 785-239-3320
Casualty Assistance	0730 - 1600	At work: currently still providing honors support as scheduled	Mike Hollibaugh at 785-239-3750
Official Postal Operations	0800-1300	Units/Directorates may pick up/delivery of mail M,W, and F between 0800-1300 unless mission critical mail and then contact post directly. All mail must be picked up and/or accept delivery of mail, any mail not picked up will be returned to sender per US Postal regulations. Units should attempt to pick up mail on designated days or contact postal operations to coordinate pickup. No walkins are authorized. For inquiries please call 785-239-2228. Directorates that are all telework please contact Postal Operations for POC and possible delivery. Post office personnel will sign for unit mail clerks to avoid passing clipboard back and forth. Each mail clerk will be issued their own Parcel tracking sheet to avoid passing the master tracking sheet from being passed between mail clerks.	Mr. Juan Rosario at 785-239-2228

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Replacement Operations	0730-1700	In Processing continues as Soldiers arrive at which time Soldiers will be given a training package and will receive the finance brief from cadre and fill out paperwork which then will be sent to finance before being transferred to gaining units. Gaining unit chain of command will monitor required training package and annotate when complete internally. Staff duty will be available 24/7 and continue to conduct screening per directive for COVID-19 symptoms. For any questions contact POCs	POC is Replacement CDR and 1SG at 785-239-8302/8332 or after hours staff duty 785-239-2119.
DPW			
Service Order Desk	0600-1730	Service order reception 0600-1730 reduced hours/staffing. Submit by email or website any time. Service order desk email: usarmy.riley.imcom-central.mbx.pw-service-order@mail.mil Online service order request: https://home.army.mil/riley/index.php/about/dlr-staff/dpw/public-works-online-service-order-request	Work Order Desk 785-239-0900 After hour emergencies: FROC 795-239-2222
Engineering Division	0630--1600	Closed except by call back for emergency response.	David Scruggs 785-250-9945
Operations and Maintenance	0700-1630	Monitor LHS and limited barracks maintenance and repairs	Sandy Walker 785-250-9958
Housing	0700-1630	Limited Meeting/Briefings; Limited Data Bases Management; Project Financial Oversight; COP; On Call L/H/S Support	Steve Milton 785-318-0102
Waste Management	0700-1630	Normal Operations for trash pickup and COR oversight. Recycling program is suspended.	Johnny Webb 785-307-1236
Pollution Prevention	0730-1630	Closed except by call back for emergency response.	Herb Abel 785-260-1670
DES			
Visitor Control Center	0500-2100 (M/F)	0800-1600 Weekends/Federal Holidays	Vic Dimattia (785) 240-2849
Henry Gate	24hrs	DOD ID Card Holders, Contractor w/ existing Ft. Riley Access Badge (ie. Covias, IAG), Approved Visitor Sponsored by DOD ID Card Holder	
Ogden Gate	0500-2200	DOD ID Card Holders, Contractor w/ existing Ft. Riley Access Badge (ie. Covias, IAG), Approved Visitor Sponsored by DOD ID Card Holder	
Trooper Gate	0500-2200	Hours transitioned from 24/7 to 0500-2200 (Daily). DOD ID Card Holders, Contractor w/ existing Ft. Riley Access Badge (ie. Covias, IAG), Approved Visitor Sponsored by DOD ID Card Holder	
Grant Gate	Closed	Closed effective 28 March	
Estes Gate	Closed	Closed effective 31 March	
12th Street Gate	0500-1900 (M/F)	All Contractors who do not possess a Valid Pass/Badge	
Rifle Range Road	Closed		
Four Corners	24hrs	Tactical Vehicles Only	
FR Operations Center/911	24hrs		
Records Section	0700-1630	No Clearing in person; Call in (785) 239-8941.	
Physical Security	0700-1630	Suspend all Inspections, Weapons registration moved to VCC	
Trusted Traveler	Suspended		
Military Police Investigations	0700-1630		
Traffic Accident Investigations		Non-injury traffic investigations suspended	
AWOL Apprehension			
DPTMS			
Range Control	0730-1600	Range support provided as required by 1ID. 239-4200 or 226-0329	Steve Crusinberry (785) 239-3095
Training Support Center	0800-1600	Training Support Center reduced, provides all TADSS, I/O, EST, MILES/HITS training, MILES/HITS contact teams. TSC support reduced as SC directed, Regional RC training cancelled. 239-5381	
Mission Training Complex (MTC)	0730-1500	MTC MCS training continues until suspended by SC. Any requests for GFT, CPX support requires G3 approval. 240-3003	
Marshall Army Airfield	0800-0100	Airfield Operations Management Services reduced, Airfield Manager teleworks, services limited to providing oversight of Flight Operations Services, Air Traffic Control and Air Traffic Control Maintenance ISO CAB Flight Operations Training and FAA Regional Airspace mission. 239-2530	
Military Schools	0730-1630	Military Schools support continues for Senior Commander directed training courses, CLS, UMO, TCAIMS, etc. Courses cancelled upon SC directed suspension of training. 239-5500	
DPTMS Operations	0730-1700	Open for operations 239-1857	
Fort Riley Operations Center	24hrs	Open for operations 239-2222	
Fort Riley Emergency Manager	0730-1700	Open for operations 240-0400	
Visual Information		Closed for all DA Photo Appointments. 239-1857	
Security Clearances and Fingerprinting		Open by emergency appointment only 239-1857	
Installation Support Offices			
Equal Employment Opportunity	0730-1630	Director onsite, 2 telework	Kathy Bellinder (785) 239-6698
Staff Judge Advocate	0730-1630	Director onsite, 15 telework	Harry Hardy (785) 239-6207
Fort Riley Tax Center	0900 - 1800	Continuing operations using drop-off services	(785) 239-1040
Plans, Analysis and Integration Office	0730-1630	Director onsite, 3 telework, 1 detailed to XO duty	Ben Van Becelaere (785) 239-3823
Public Affairs Office	0730-1630	Director onsite, 4 telework	Steve Elstrom (785) 226-5098
Resource Management Office	0730-1630	Director onsite, 15 telework	Bill Bunting (785) 239-2962
Religious Support Office	0730-1630	Director onsite, Services live streamed telework	LTC David Meyer (785) 318-0217
Safety	0730-1630	Director + 1 on site, 4 telework	Rick Hearnon (785) 239-8469
Partner Organizations			
AFSbn			
AFSbn Headquarters		Minimal Manning, Cell phone, 785-226-4740	Randy Zelenka (785) 239-4544
Installation Supply Division	0800-1630		
Central Issue Facility	0800-1630		
Ammunition Supply Point	0800-1630		
Installation Property Book Office	0800-1630		
Bulk Fuel Point	0800-1630		
Installation Laundry Facility	0800-1630		
Dining Facilities		Weekdays- BRK: 0745-0900, LUN: 1130-1300, DIN: 1700-1830 Weekend- BRK: 0830-1000, LUN: 1200-1330, DIN: 1600-1730	
Transportation Motor Pool	0800-1630		
CECOM		50% telecom POC Lou Courtapassi 915-929-0127	
TACOM		50% telecom POC Jeff Robertson, 585-381-3685	
AMCOM		50% telecom POC Dennis Pipkin, 785-370-1952	
DECA			
Commissary		Mon - Sat 0900 - 2000, Sun 1000 - 1800	Peter Howell Peter.Howell@deca.mil
Exchange			
NOTE: Curtailment of Alcohol Sales effective 24 March 2020. All alcohol sales will be suspended from 2200-0900.			
Main Exchange		Mon - Sat 0900 - 1800, Sun 1000 - 1800, All Food Court restaurants will close at 1800	Robin Ayling Ayling@aafes.com
Custer Hill Express (Bldg 5322)		Mon - Fri 0600 - 1800, Sat - Sun Closed	
Main Post Express (Huebner)		Mon - Fri 0600 - 2000, Sat-Sun 0800-2000	
Forsyth Express (Bldg 2597)		Mon - Fri 0530 - 2200, Sat-Sun 0700-2200	
Troop Store (Bldg 720 Air Field)		Mon-Fri 0700-1700, Sat-Sun Closed	
Express #3 (Bldg 7840)		Mon-Fri 0700-1800, Sat-Sun 1100 - 1700	
Optical Shop		Closed thru 02 April 20	
Game Stop		Closed until further notice	
USO Kansas		Center Closed	Mark Claussen (757) 709-3814 mclaussen@uso.org

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Agency/Program	Status	Comments	Overall POC
Americal Red Cross		Closed	Katrina Velarde (785) 477-1751 Katrina.velarde@redcross.org
USD 475		Closed thru end of 2019-2020 school year	Mr. David Wild DavidWild@usd475.org
Veterinary Clinic		Closed	(785) 239-3886
<b>RNEC</b>			
NIPR / RA-VPN / LMR / VTC	0730-1630	Mission essential on-site personnel, surge support with telework recall as req'd; 2hr recall available if outside normal duty hrs	Rob Gardner (785) 239.6131
SIPR / VTC	0730-1630	Mission essential on-site personnel, surge support with telework recall as req'd; 2hr recall available if outside normal duty hrs	
COMSEC / PKI	0730-1630	Mission essential on-site personnel, surge support with telework recall as req'd; 2hr recall available if outside normal duty hrs	
Voice Telephone and Outside Plant (Infrastructure support	0730-1630	Mission essential on-site personnel, surge support with telework recall as req'd; 2hr recall available if outside normal duty hrs	
CPAC	0730-1630	100% Telework	Jackie Frederick (785) 239-6863
L/MER	0630-1500	100% Telework	
DA Civilian Benefits (Retirements - Voluntary and Disability, Deaths, and general inquiries)	0800-1600	85% Telework	Overall POC: Kristine Tiroch 785 239-6000 or Greg Buchanan 785 239 6149 Army Benefits Center-Civilian 240-2222 DSN 520 1 877 276 9287
FECA ( Assistance with worker's compensation claims input and general inquiries)	0800-1600	90% Telework	Overall POC Marla Kline Branch Chief 785 239-2323 ABC-C, Injury Compensation Center of Excellence 785 239-9863 (DSN 856) or 866 792-7620